



MEMORANDUM

TO: School Budget Officials

FROM: Chris Ruhl, State Budget Director,
State Budget Agency

Lance V. Rhodes, Chief Financial Officer
Indiana Department of Education

DATE: 03-05-10

SUBJECT: Review of Employee Insurance

Pursuant to the 2009 budget bill, *SECTION 494, effective, July 1, 2009*, the State Budget Agency is required to oversee a review of employee insurance for the State, School Corporations and Public Universities. Mercer Health and Benefits (Mercer) has been selected by the Budget Agency to gather and conduct an analysis of health care benefits offered by Indiana educational entities.

An integral step in conducting this analysis is the collection of data from various sources. You have been identified as a source of data for the school corporations. **The budget bill directs school corporations and public universities to provide “the data needed to complete the review as requested” to the budget agency and its appointees and by law, to respond to this data request.** The data request includes, but is not limited to, plan design, rates, employee contributions, carrier/broker information, etc. Therefore, it will be necessary for you to release information to Mercer in its capacity as the Budget Agency’s appointee for the purposes of this evaluation.

You are instructed to release any information that our designated Mercer representative may request regarding benefit information obtained on behalf of the educational entity’s employees or dependents. We have designated Ann Reardon and Barbie Sparr as our primary representatives. **Please note that participation in this process is required and failure to do so may jeopardize the timing and receipt of future tuition support payments.**

We are contacting you in advance of the data collection step in which you will be involved to alert you of the process. You should receive the data collection tool by the middle of next week with more specific instructions. Additionally, Mercer will be hosting a web training in mid-March where you will be able to ask questions related to filling out the data collection tool. There will be a replay of the training for those unable to attend. Lastly, Mercer will also be reaching out to your respective carriers to obtain supplemental data. In order for your carrier to release data to Mercer, we will need you to send an authorization letter to your medical, pharmacy, dental and vision carriers

authorizing release of data to Mercer. You will receive the carrier authorization letter next week along with the data collection tool.

Although we will not be asking for protected health information (PHI), all information will be treated in a HIPAA-compliant manner and information will only be disclosed to individuals who have access for the purposes of evaluation in Mercer's scope of services for the Budget Agency.

This authorization will remain as long as the underlying contract between Mercer and the State of Indiana remains in effect.